

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

**BOARD OF TRUSTEES
Executive Committee**

**Oklahoma School of Science and Mathematics
1141 North Lincoln Boulevard
Oklahoma City, Oklahoma**

**November 11, 2014
11:00 a.m.**

Present: Dan Little, David Drennan, Mary Ann Bauman, and Geoff Simpson.

OSSM Staff: Frank Wang, Lynn Morgan, Suzanne Donnolo, Pam Felactu, Shannon Gorbet, Johanna Lee, and Xifan Liu.

Absent: Jack Coffman, and Donna Windel

The Executive Committee of the Board of Trustees of the Oklahoma School of Science and Mathematics held a meeting at 11:00 a.m., November 11, 2014, at 1141 North Lincoln Boulevard, Oklahoma City, Oklahoma. The Board conducted the meeting in accordance with the agenda, a copy of which is attached.

Little called the meeting to order at 11:14 a.m.

Take Action on Minutes of Executive Committee Meeting October 14, 2014: Little asked for additions or corrections to the minutes of the meeting of October 14, 2014. Drennan moved approval of the minutes. Simpson seconded. Vote as follows: Little, yes; Drennan, yes; Bauman, yes; and Simpson, yes.

Report from Chief Academic Officer: Liu highlighted Curriculum and Instruction and Special Events in the Report from Chief Academic Officer in Attachment 2. Liu added that the OSSM Robotics Team placed #7 of 14 teams in the competition on November 8 and one of the OSSM rowing teams won the Regatta on October 21 and so reclaiming the trophy. Liu distributed and discussed College Admissions Activity (copy attached).

Report from the Director of Admissions: Donnolo referred everyone to the Sophomore Preview Day Map in Attachment 3 and mentioned that 50 of the 105 students who attended had never been on campus. Donnolo added that 58 students have shadowed OSSM students to date this semester compared to 54 last year; a total of close to 70 will have shadowed by the end of the week; and the application deadline for the Class of 2016 is March 5.

Report from the Director of Development: Felactu discussed the Giving & Donors, Grant, Projects, and Outreach, Visitors and Tours in the Development Report in Attachment 4 and added that the Inasmuch Foundation approved our grant request. Felactu answered questions from the members of the board.

Report from Chief Fiscal Officer:

Construction Update: Morgan reported on the incomplete final walkthrough a couple of weeks ago; the matter has been turned over to the state which will send a letter making demands to finish the project; and a certificate of substantial completion has not been issued. Morgan answered questions from the member of the board. Morgan reported on a meeting with representatives from GE and added that Stiles will be made into four lanes by January 6, the entry to GE will be off Stiles, and completion of the facility is anticipated in 16 months.

Morgan mentioned that one of the students started a mentorship on campus to work on the state's directive to all state agencies to reduce energy consumption by 20% by the year 2020.

Morgan distributed and discussed Statement of Expenditures – Total June 30, 2013 and 2014 and Statement of Expenditures – Total June 30, 2014 and 2015 (copies attached). Morgan answered questions from the members of the board and called on Gorbet.

Gorbet reported that the budget request is still a work in progress due to some issues with the state portal when agencies upload their budget request.

Morgan and Gorbet answered questions from the members of the board.

Report from the President: Wang distributed and discussed the Report to the Executive Committee (copy attached) in regard to External Matters, Internal Matters, and New Projects and Opportunities. Wang answered questions from the members of the board.

New Business: No new business was required.

Adjournment: Meeting adjourned at 12:20 p.m.